

WATER AND SEWAGE PLANT SUPERVISOR,
CORRECTIONAL FACILITY (CF)
Final Filing Date: CONTINUOUS



OPEN, NON-PROMOTIONAL - SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENT OF CORRECTIONS AND REHABILITATION
SPOT EXAMINATION FOR:

SEE ATTACHED LISTING

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing period(s) for this examination is: **January - December**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit applications to one of the address(es) indicated on the attached listing of Local Testing Offices. You must submit a separate application to each testing office of your choice. Candidates may only establish eligibility in one location. Applications may be filed in person or by mail.

NOTE: Only applications with an original signature will be accepted.

NOTE: The wearing of denim or gray sweats on institution grounds is prohibited.

APPLICATION DEADLINE/ REQUIREMENTS Each testing office will accept applications continuously and will notify and test applicants as needs warrant. **It is the candidates' responsibility to contact the testing office of their choice regarding required grade certification.**

TEST DATE To learn more about examination date(s), contact the testing office(s) indicated on this bulletin

SALARY RANGE(S) As of: July 12, 2012

\$5,415 per month

MINIMUM QUALIFICATIONS Three years of engineering or operating experience in a water filtration plant or a sewage treatment plant serving a population of at least 2000;

And

Possession of an appropriate State of California Certification for Sewage Treatment Plant Operator and/or Water Treatment Plant Operator is required at the time of appointment. Certificates are issued by the California Department of Public Health and Water Resources Control Board. (Applicants who are within six months of obtaining the required certification will be admitted to the examination but must produce evidence of certification before they can be considered eligible for appointment.)

Special Physical Characteristics: Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates.

NOTE: The attached listing (page 4 of bulletin) of institution(s) has the following water/sewage treatment plant grade level.

Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.

Additional Desirable Qualifications: Education equivalent to completion of the twelfth grade.

NOTE: High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

EXAMINATION PLAN

This examination will consist of a Qualifications Appraisal Interview only. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

Qualifications Appraisal -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

A. Knowledge of:

- 1. Water, sewage and other mechanical systems and equipment, and methods, materials and tools used in the operation, maintenance, and repair of such equipment.
- 2. Principles of water and sewage treatment.
- 3. The Department's Equal Employment Opportunity Program objectives.
- 4. A manager's role in the Equal Employment Opportunity Program and the processes available to meet Equal Employment Opportunity objectives.

B. Ability to:

- 1. Communicate effectively.
- 2. Make and interpret chemical and physical laboratory tests to determine effectiveness of water and sewage treatment.
- 3. Prepare routine reports and keep accurate records.
- 4. Train and direct workers engaged in operating water and sewage treatment plants.
- 5. Read, interpret, and work from plans, drawings, and specifications.
- 6. Think and act quickly in emergencies.
- 7. Analyze situations accurately and take effective action.
- 8. Effectively contribute to the Department's Equal Employment Opportunity Program objectives.

If conditions warrant, this examination may consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

ELIGIBLE LIST INFORMATION

A separate eligible list will be established to fill vacancies for the institution(s) on the attached listing. Names of successful candidates are merged onto the list(s) in order of final scores, regardless of date. Eligibility expires **24** months after establishment, unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION DESCRIPTION AND LOCATION(S)

The **Water and Sewage Plant Supervisor, CF**, under general direction in a State correctional facility in the Department of Corrections and Rehabilitation, has responsibility for the operation of a water treatment and sewage treatment plant, or for the operation of a large and complex plant of either type; maintains and repairs facility treatment equipment; maintains order and supervises the conduct of inmates, youthful offenders, residents, or patients; protects and maintains the safety of persons and property; may instruct, lead or supervise inmates, youthful offenders or resident workers; and does other related work.

Position(s) exist with the institution(s) listed on the attached listing with the Department of Corrections and Rehabilitation.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS POINTS/ CAREER CREDITS

Career credits or Veterans Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veterans Preference Points. **If you receive Veterans Preference Points, you cannot also receive career credits in this examination.**

GENERAL INFORMATION

Applications are available at Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and online at www.jobs.ca.gov/OEC/jobs/stateapp.aspx.

Veterans Preference: California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional Entrance** examinations is granted as follows: 10 points for veterans; and 15 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

Career Credits: California law allows the granting of career credits in Open, Nonpromotional examinations. Career credits are three points added to the final qualifying score of each competitor who is a state employee with permanent civil service status or employees who have a mandatory right of reinstatement to such a position; or a full-time exempt employee with 12 months consecutive service; or individuals who have served one full year in or are a graduate of the California Conservation Corps (CCC) (eligibility expires 24 months after graduation from the CCC). Effective January 1, 1983, AB 3325 (1982) eliminated career credits for classes designated by DPA as managerial.

GENERAL INFORMATION

(CONTINUED)

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned changed. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
Telecommunications Relay Service (TRS): DIAL 7-1-1
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

ATTACHMENT

CALIFORNIA CORRECTIONAL CENTER
P.O. BOX 790
711-045 Center Road
Susanville, CA 96127-0001
(530) 257-2181 EXT. 4397
TDD: (800) 735-2922
Waste Plant Grade: II

CALIFORNIA MEN'S COLONY
P.O. Box 8101
Highway 1
San Luis Obispo, CA 93409-8101
(805) 547-7900 EXT. 7943
TDD: (800) 735-2922
Water Plant Grade: III

Waste Plant Grade: IV

CENTINELA STATE PRISON
P.O. BOX 731
2302 Brown Road
Imperial, CA 92251
(760) 337-7900 EXT. 5218
TDD: (800) 735-2922
Water Plant Grade: III

Waste Plant Grade: I

CORRECTIONAL TRAINING FACILITY
P.O. BOX 686
Highway 101North
Soledad, CA 93960
(831) 678-3951 x4570
TDD: (800) 735-2922
Water Plant Grade: III

HIGH DESERT STATE PRISON
P.O. BOX 270220
Susanville, CA 96127-0220
475-750 Rice Canyon Road
Susanville, CA 96130
(530) 251-5100 EXT. 5634
TDD: (800) 735-2922
Water Plant Grade: II

PELICAN BAY STATE PRISON
P.O. BOX 7200
5905 Lake Earl Drive
Crescent City, CA 95532-7200
(707) 465-9028
TDD: (800) 735-2922
Waste Plant Grade: IV

WASCO STATE PRISON
RECEPTION CENTER
P.O. BOX 8800
701 Scofield Avenue
Wasco, CA 93280-8800
(661) 758-8400 EXT. 5192
TDD: (800) 735-2922
Water Plant Grade: II

Waste Plant Grade: II

CALIFORNIA CORRECTIONAL INSTITUTION
P.O. BOX 1031
24900 Highway 202
Tehachapi, CA 93581
(661) 822-4402 EXT. 4223
TDD: (800) 735-2922
Water Plant Grade: II

Waste Plant Grade: IV

CALIFORNIA STATE PRISON, CORCORAN
P.O. BOX 8800
4001 King Avenue
Corcoran, CA 93212-8309
(559) 992-8800 EXT. 5009
TDD: (800) 735-2922
Water Plant Grade: II

CENTRAL CALIFORNIA WOMEN'S FACILITY
P.O. BOX 1501
23370 Road 22
Chowchilla, CA 93610-1501
(559) 665-5531 EXT. 5041
TDD: (800) 735-2922
Water Plant Grade: I

Waste Plant Grade: III

DEUEL VOCATIONAL INSTITUTION
P.O. BOX 400
23500 Kasson Road
Tracy, CA 95378-0400
(209) 835-4141 EXT. 5635
TDD: (800) 735-2922
Water Plant Grade: II

Waste Plant Grade: III

KERN VALLEY STATE PRISON
P.O. Box 6000
3000 West Cecil Avenue
Delano, CA 93216
(661) 721-9488 EXT. 5606
TDD: (800) 735-2922
Water Plant Grade: II

Waste Plant Grade: III

PLEASANT VALLEY STATE PRISON
P.O. BOX 8500
24863 West Jayne Avenue
Coalinga, CA 93210-1135
(559) 935-4966
TDD: (800) 735-2922
Water Plant Grade: I

CALIFORNIA INSTITUTION FOR MEN
P.O. BOX 128
14901 Central Avenue
Chino, CA 91710
(909) 597-1821 EXT. 4440
TDD: (800) 735-2922
Water Plant Grade: III

Waste Plant Grade: II

CALIFORNIA STATE PRISON, SOLANO
P.O. BOX 4000
2100 Peabody Road
Vacaville, CA 95696-4000
(707) 451-0182 EXT. 5557
TDD: (800) 735-2922
Water Plant Grade: III

CHUCKAWALLA VALLEY STATE PRISON
P.O. BOX 2289
Blythe, CA 92226
19025 Wiley's Well Road
Blythe, CA 92225
(760) 922-5300 EXT. 5202
TDD: (800) 735-2922
Water Plant Grade: III

Waste Plant Grade: III

FOLSOM STATE PRISON
P.O. Box 910
300 Prison Road
Folsom, CA 95763
(916)985-2561
TDD: (800) 735-2922
Water Plant Grade: II

MULE CREEK STATE PRISON
P.O. Box 409099
4001 Highway 104
lone, CA 95640
(209) 274-4911 EXT. 5261
TDD: (800) 735-2922
Water Plant Grade: II

Waste Plant Grade: II

SIERRA CONSERVATION CENTER
P.O. BOX 497
5100 O'Byrnes Ferry Road
Jamestown, CA 95327
(209) 984-5291 EXT. 5137
TDD: (800) 735-2922
Water Plant Grade: III

Waste Plant Grade: III